

Questionnaire

Asset & Investment Management Insurance - Select (AIMI Select)

Professional liability

D&O

Crime

General liability

*Although the following text uses only the masculine gender for the names of persons - for ease of reading - it always implies persons of the female gender. Please answer all questions. The information collected is necessary for the risk assessment and premium calculation. Your answers form the legal basis for this assessment. In the context of this questionnaire, the "policyholder" also refers to the company **and all its subsidiaries**.*

Questions must be answered completely and truthfully. The questionnaire must be signed by an authorised representative of the "policyholder". Please note any additional information directly on the questionnaire or on a separate sheet.

1 General information

1.1 Policyholder and intermediary

Name

Address

Postcode/city

Website

Date of foundation

Member of an association

Number of employees

Annual revenue (last year) CHF

Annual revenue (expected for this year) CHF

Intermediary
(broker/agent Zurich)

2 Type of activities

2.1 Type of activities

2.1.1 Please tick the activities carried out by the companies to be insured and complete the relevant appendix.

Type of activity	Details of the activity	Appendix to be completed
<input type="checkbox"/> Wealth manager and/or financial advisors (incl. family office, financial planning)	"Classical" asset manager, with a management mandate for private or institutional clients and/or financial advisers	<u>Appendix A</u> (page 5 of this document)
<input type="checkbox"/> Fund manager/advisor (incl. fund advisors and fund administrators)	Collective asset manager (investment fund)	<u>Appendix B</u> (page 6 of this document)
<input type="checkbox"/> Wealth & Fund manager/advisor	A combination of the two activities mentioned above	<u>Appendix A, B & C</u> (page 7 of this document)
<input type="checkbox"/> Distributor of investment funds	Promotion and distribution of collective investment funds	<u>Appendix D</u> (page 8 of this document)
<input type="checkbox"/> Private Equity / Venture Capital (PE/VC)	Private equity or purely advisory in this field	<u>Appendix E</u> (page 9 of this document)
<input type="checkbox"/> Other (e.g. <i>securities dealer</i> , etc.)	Please specify your activity on a separated document, attach the terms of a standard contract with your clients and a copy of your latest financial report and fund <i>factsheet</i> if available.	

- 2.1.2 Are you also active in:
- Property management yes no
 - The activity of fiduciary (incl. escrow services) yes no
 - Crypto / Blockchain / DLT yes no
 - Litigation funds/financing yes no
 - Crowdfunding yes no
 - Trust services / trustee / corporate services yes no

- 2.1.3 Does your company generate more than 10% of its revenue from the activities of :
- Investment banking and/or corporate finance or business consultancy yes no
 - Fund administration activity (including NAV calculation). yes no

- 2.1.4 Do more than 25% of your clients live in these countries/regions:
- United States oui no
 - South America. If yes, please specify _____ oui no
 - CIS (Former Soviet States). If yes, please specify _____ oui no

2.2 Employees and officers (including members of executive committees and the board of directors) of the policyholder and its subsidiaries

	Current year	Previous year
Members of the Board of Directors		
Executive Directors		
Financial advisers, asset/fund managers		
Assistants/subordinates		
Total		
<i>of which "financial advisers" according to FinSA</i>		

If necessary, please comment below

2.2.2 What are the years of experience of the persons below in the field of financial activity to be insured?

	On average (in year)	Most experienced (in year)
Executive Directors		
Financial advisers, asset/fund managers		

If necessary, please comment below

3 Group

3.1 Structure

3.1.1 Please provide us with the names of the shareholders and their share (>10%)

- 3.1.2 Have there been, in the last 12 months, and/or will there be in the next 12 months, any changes (creation of entities, mergers, acquisitions, disposals, new shareholders, change of majority shareholder, etc.) within the company? yes no

If yes, please specify

3.1.3 **Does the policyholder have subsidiaries or representative offices?** yes no

If yes, please specify by mentioning the place (city/country)

3.2 **Finance**

3.2.1 **Please provide us with the key financial figures from last year and their projection for the current year:**

In CHF	Last year	Projection of the current year
Quick ratio (ratio between cash and receivables on the one hand and short-term liabilities on the other)		
Equity ratio (ratio of equity to total assets)		
Result (profit or loss)		

If the quick ratio is below 100% and/or the equity ratio is below 20% and/or if losses have been incurred and/or if the audit report contains reserves, please send us the latest annual report as well as any interim report issued since then.

3.2.2 **Do any of the audit reports of the last two financial years contain reservations by the auditor?** yes no

If yes, please specify

4 Internal/external control and IT security

4.1 Internal/external control procedures

- 4.1.1 The applicant's clients receive individual account statements at least once a year, as well as the necessary information on changes to their investment portfolio. yes no n/a
- 4.1.2 A monitoring system controls compliance with limits and proxies. yes no n/a
- 4.1.3 Payment orders (including by computer) of more than CHF 10,000 are issued and authorised by at least 2 persons, each acting independently of the other. yes no n/a

4.2 IT security

- 4.2.1 All electronic data and confidential documents are stored securely, either in the form of an encrypted backup or in a locked location. yes no
- 4.2.2 The IT equipment is protected by firewall software, anti-virus software and other security measures which make it impossible or automatically signal intrusion or unauthorised access by employees of the provider or third parties. yes no
- 4.2.3 The employees are regularly trained on Cyber related issues and risks (phishing, social engineering) (at least once a year). yes no

Please clarify the above questions answered in the negative.

5 Insurance coverage

Limit of Liability

- 5.1 Professional indemnity CHF _____
 Directors' and Officers' CHF _____
 General Liability CHF _____
 Crime CHF _____

Please communicate the desired deductible:

CHF _____

- 5.2 Regulatory requirements
- Are you subject to FinSA/LSFin/FIDLEG? yes no
- Are you subject to FinIA/LEFIN/FINIG? yes no
- Are you subject to any other laws? If yes, which one
 _____ yes no
- Do you need insurance to meet these regulatory requirements? yes no
- If so, what limit of liability do you need CHF _____

6 Loss Experience

- 5.1 During the last 5 years, has the company suffered any claims and/or other losses that may be covered under the proposed insurance and/or are you aware of any facts and/or circumstances that may rise to a claim under the proposed insurance? yes no

If yes, please provide please provide more details:

7 Final Declaration

The policyholder acknowledges that Zurich processes data relating to natural persons (personal data) in connection with the conclusion and execution of the contract and for other purposes. More information on this processing can be found in the privacy policy of Zurich. This privacy policy can be accessed at www.zurich.ch/data-protection or obtained by contacting Zurich Insurance Company Ltd, Dataprotection, PO box, 8085 Zurich, datenschutz@zurich.ch.

Zurich reserves the right to disclose personal data - including health data if applicable - to third parties in this context and in the other cases mentioned in the privacy policy.

The policyholder by submitting this declaration, expressly agrees that pre-insurers, co-insurers and reinsurers, other insurers and other offices within Zurich, official bodies and other third parties provide Zurich with relevant information in connection with risk, benefit and claims checks, for combating abuse and for the performance of the insurance contract relationship, in particular about the claims history and about previous or parallel insurance policies and benefits. This is necessary for the preparation or execution of the insurance contract relationship. The policyholder in this case releases these bodies from any obligation of confidentiality.

The policyholder undertakes to inform third parties whose personal data he provides to Zurich about the processing of their personal data by Zurich.

Place, date

Name and role of person signing:

Signature(s) of person(s) named above

- **Please answer all questions and do not leave any section blank.**
- **If there is not enough space to answer certain questions, please use a separate sheet of paper. This sheet will be an integral part of this questionnaire and must also be signed.**

Appendix A - Activities of Wealth Managers and/or Financial Advisors

Additional information on the activity

	Last year	Current year
Number of customers		
Total Assets under Management / Advisory	CHF	CHF
Size of your two largest mandates/clients (added together)	CHF	CHF

Customer structure (breakdown by AuM/AuA)

Proportion of your private customers, of which qualified investors (more than CHF 2 million of private assets)	% %	% %
Proportion of your institutional customers	%	%
Total	100 %	100 %

Proportion of discretionary management mandates (the client delegates the investment decisions related to his assets to the asset manager)	%	%
Proportion of non-discretionary management mandates (advisory activity in combination with the reception and transmission of orders)	%	%
Proportion of exclusively advisory mandates (<i>advisory</i>) (the client makes the investment decisions and executes the orders him/herself)	%	%
Total	100 %	100 %

Geographical distribution of customers (by number of customers or AuM/AuA)

Switzerland	%	%
European Union	%	%
United Kingdom	%	%
USA	%	%
South America. If yes, please specify _____	%	%
CIS (Former Soviet States). If yes, please specify _____	%	%
Rest of the world (please specify _____)	%	%
Total	100 %	100 %

Breakdown of Assets under Management (AuM/AuA) by the following investment product categories

Bonds	%	%
Cash and/or money market	%	%
Commodities	%	%
Equities	%	%
Real estate	%	%
Private equity (<i>leverage buy out</i>) and/or Venture capital (<i>start-up</i>)	%	%
Derivative and/or Structural Products	%	%
Investment funds with a conservative strategy (e.g. 80% bonds, 10% commodities and 10% equities)	%	%
Investment funds with a balanced strategy (e.g. 33% bonds/m, 33% real estate/commodities and 33% equities)	%	%
Investment funds with an aggressive strategy (e.g. more than 90% equities)	%	%
Hedge Funds	%	%
Other (please specify _____)	%	%
Total	100 %	100 %

Appendix B - Fund Manager/Advisor Activities

Additional information on the activity

Activities:

- **Pure fund advisor** Yes No
- **Fund manager** (incl. activities of fund administration) Yes No
- **Manager of collective assets** (only responsible for the portfolio of a fund) Yes No

If fund manager, please confirm:

- That the NAV is calculated by a third-party company Yes No
- That a Service level agreement is in place between the parties Yes No
- % of revenues generated by the activities of fund administration _____%

Please clarify the above questions answered in the negative

	Last year	Current year
Total number of funds managed of which number of third-party funds		
Total value of these funds (FuM)	CHF	CHF

Investor structure (breakdown by FuM)

Proportion of private investors	%	%
Proportion of institutional investors	%	%
Total	100 %	100 %

Geographical distribution of investors (according to FuM)

Switzerland	%	%
European Union (excluding the United Kingdom)	%	%
United Kingdom	%	%
USA	%	%
South America If yes, please specify _____	%	%
CIS (Former Soviet States). If yes, please specify _____	%	%
Rest of the world (please specify _____)	%	%
Total	100 %	100 %

Distribution of Funds under Management (FuM) according to the following types of funds

Investment funds with a conservative strategy (e.g. 80% bonds, 10% commodities and 10% equities)	%	%
Investment funds with a balanced strategy (e.g. 33% bonds, 33% real estate/commodities and 33% equities)	%	%
Investment funds with an aggressive strategy (e.g. more than 90% equities)	%	%
Hedge Funds	%	%
Private equity (<i>leverage buy out</i>)	%	%
Venture capital (<i>start-up</i>)	%	%
Other (please specify _____)	%	%
Total	100 %	100 %

Are there any significantly negative performances to report for any of the funds you manage?

yes no

If yes, please specify

Appendix C - Wealth & Fund manager/advisor activities

Additional information on the activity

	Last year	Current year
Revenue structure (breakdown by turnover)		
Proportion generated by Wealth management activity	%	%
Proportion generated by fund management/advisory activity	%	%
Total	100 %	100 %

Please answer the questions in Appendices A and B related to the Wealth Management and Asset/funds management activities.

Appendix D - Investment Fund Distributor Activities

Additional information on the activity

	Last year	Current year
<i>Breakdown of investment products distributed according to the income generated by them</i>		
Investment funds with a conservative strategy (e.g. 80% bonds, 10% commodities and 10% equities)	%	%
Investment funds with a balanced strategy (e.g. 33% bonds, 33% real estate/commodities and 33% equities)	%	%
Investment funds with an aggressive strategy (e.g. more than 90% equities)	%	%
Hedge Funds	%	%
Private equity (<i>leverage buy out</i>)	%	%
Venture capital (<i>start-up</i>)		
Other (please specify _____)	%	%
Total	100 %	100 %

Appendix E - Private Equity and Venture Capital

Additional information on the activity

- 1.1 **How many investors do you have?**
-
- 1.2 **What is the total amount of your managed PC/VC? Or Advisory (please precise)**
-
- 1.3 **How many transactions (acquisition/divestment) do you plan to make per year and for what amount on average?**
-
- 1.4 **Please confirm that the final decision for each investment is made by the investors** oui non
If no, please specify
-
- 1.5 **Please tell us 1) the type of investors (private vs. institutional) and 2) the risk profile of the investors as well as 3) the geographical distribution of the investors?**
-
- 1.6 **What is your 3-year forecasts (revenues, profit/loss)**
-
- 1.7 **In which types (area of activity) of PC/VC do you invest on behalf of your clients and in which countries?**
-
- 1.8 **Please describe the strategy of these investments as well as the financial objectives (time horizon, IRR...)**
-
- 1.9 **What is the performance of investments in PC/VC over the last 3 years? (track-record)**
-
- 1.10 **Please describe your remuneration model**
-
- 1.11 **Do you sit on the boards of the companies in which you invest on behalf of your clients?** oui non
If so, please provide a list of all mandates and whether each of these companies has D&O coverage in place?
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